

D/GC

~~SECRET~~

MONTHLY REPORT FOR THE CARTOGRAPHY DIVISION

Month of May 1960

A. Major Research and Technical Support Activity

Summary of Cartographic Production and Accomplishments:

In May the Division completed 182 maps and charts and accepted requests for 134 from various components of the Agency and the Department of State. Completions for the previous month of April were 147. Total number of jobs in process in the Division at the end of May were 429 versus 498 jobs in April. The decrease in total number of jobs in process over the previous month is attributable to the completion of the Telecom Atlas and to the cancellation of a number of jobs which had been requested or self-initiated and never completed because of higher priority work or change of plans.

During May the Division completed a series of 52 telecommunications maps for the Telecom Atlas being prepared by ORR for the CANADUS Telecom meeting to be held in June. Also, the Division requested the Printing Services Division to assemble Vol. 1 and 2 of the USSR Administrative Division Atlas for issuance as a combined volume to non-government agencies through OO/C. Copies in limited number of this Atlas of Russian-produced oblast maps will be available through GCR by the end of July.

Cartographic support to DD/P resulted in the preparation of eleven maps on a high priority basis which required a sizeable bloc of man-hours.

B. Planning and Development

25X1A5a1

The outside contract project with [REDACTED] has been formally submitted through channels to the Project Review Committee. It was approved by DD/I 26 May.

In cooperation with OBI, a review of the NIS base map and Chapter I Summary map schedules for FY 1961, as proposed by OBI, was made. Concurrence on these schedules is anticipated in the immediate future.

In line with Office requirements, the Division is currently reviewing the 13000 to 14000 series of maps for destruction of filed material. This series has passed the 5-year retention period and all map originals and negatives not basic to the needs of the Division will be destroyed. The Map Library is cooperating in this destruction effort.

25X1X400230008-1 A review of the City Plan program for the production of Russian City Plans with representatives of the DD/P, the Guided Missiles Task Force, the [REDACTED] and D/CG resulted in a re-orientation of this bloc of work. As a result of this coordination a new program of a more limited number of cities with greatly increased substantive coverage has been developed.

~~SECRET~~

S-E-C-R-E-T

Monthly Report - Cartography Division

May 1960

C. Significant Outside Contacts and Activities

No significant outside contacts were made during May.

D. Problems

The necessity for overtime in the Division continues at a fairly constant level with the overload problem being most acute in the USSR-Satellite and the Development and Construction Branches.

E. Miscellaneous

25X1A9a

[REDACTED] Chief of the Special Support Branch, resigned as of 27 May. [REDACTED] Deputy Chief, has been designated Acting Branch Chief. 25X1A9a

S-E-C-R-E-T

- 1a -

A. SUMMARY FOR MAY 1960

<u>Agency</u>	<u>Entered</u>	<u>% of Total Entered</u>	<u>Completed</u>	<u>% of Total Completed</u>
CIA:				
DD/I/QR	68	51%	86	47%
OSI	19	14	17	9
NIS	4	3	15	8
ONE	7	5	9	5
OCI	27	20	24	13
OCR	0	0	1	1
	0	0	3	2
DD/S	7	5	25	13
DD/F			180	98
CIA TOTAL	132	98	1	1
State/NIS	1	1	1	1
State	1	1	1	1
TOTAL	134	100%	182	100%

B. 6 MONTHS SUMMARY

<u>Months</u>	<u>New Maps and Charts Ent'd</u>	<u>Maps and Charts Completed</u>	<u>Reruns Completed</u>	<u>#Number of Processing Jobs</u>
May	134	182	39	76
April	139	147	14	108
March	183	196	43	83
February	163	110	45	103
January	142	225	36	140
December	160	137	34	121
	921	997	211	631

*Except for final maps and reruns

S-E-C-R-E-T

D. MAPS AND CHARTS COMPLETED IN PAST 6 MONTHS

<u>Agency</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>
CIA	124	144	77	171	125	165
CIA/NIS	4	69	30	18	15	15
State	9	9	0	6	1	1
State/NIS	0	2	3	0	6	1
Other	0	1	0	1	0	0
	<u>137</u>	<u>225</u>	<u>110</u>	<u>196</u>	<u>147</u>	<u>182</u>

E. SUMMARY OF WORK LOAD, MAPS AND CHARTS, AS OF 1 JUNE 1960 - Does Not Include Service Jobs

<u>Status</u>	<u>GS/S</u>	<u>GC/T</u>	<u>GC/E</u>	<u>GC/C*</u>	<u>GC/X</u>	<u>TOTALS</u>
Completions	7	8	5	64	98	182
Cancelled	8(5)**	0	0	4	9	21
Entered	7	8(2)**	3(3)**	76	40	134
In Reproduction	15	11	3	17	7	53
In Proof	27	32	14	39	1	113
In Check	12	4	5	9	1	31
In Drafting	21	11	7	105	3	147
In Compilation	<u>55</u>	<u>19</u>	<u>10</u>	<u>0</u>	<u>1</u>	<u>85</u>
	130	77	39	170	13	429

*Excludes jobs assigned to Drafting Section from Compilation Branches

**Transferred from GC/S to GC/T and GC/E

S-E-C-R-E-T

S-E-C-R-E-T

NIS MAP COORDINATOR REPORT FOR MAY 1960

	<u>New Requests</u>	<u>To Reproduction</u>	<u>From Reproduction</u>	<u>OL Reproduction</u>	<u>Remaining for Processing</u>
NIS Contributors:					
Finals	20	21	7	52	0
Proofs	25	25	22	16	0
NIS TOTALS:	45	46	29	68	0
Service	4*	4	4	0	0

*Special OBI reruns for D/OL; Map
Numbers 19703, 19374, 19753 & 19754

- 4 -

S-E-C-R-E-T

D/GG